

**MINUTES OF TARPORLEY PARISH COUNCIL MEETING
HELD ON Monday 10th JULY 2023
SCHOOL ROOM, TARPOREY CHAPEL.**

Present

Chairman – Cllr Andrew Wallace

Cllr Gill Clough

Cllr David Harrison

Cllr Catherine Helm

Cllr Charlotte Hodgkinson

Cllr David Holmes

Cllr Lisa Miller

Cllr John Millington

Cllr Peter Tavernor

Clerk Ann Wright

Deputy Clerk Abigail Webb

Other

CW&C Cllr Charles Hardy

Public – 1

1. Apologies for Absence

It was noted with regret that due to personal pressures Andy Hallows had stepped down from the Council.

Cllr Mark Ravenscroft – family commitment

Cllr Nigel Taylor - work commitment

2. Declaration of Interests

No interests were declared.

3. Dispensations

Resolved 23/225 – That the Council grant dispensations to Cllrs Millington & Tavernor to take part in discussions and vote on all matters relating to Brook Road Playing Field and Nature Park for the lifetime of the Council.

4. Public Participation

CW&C Cllr Hardy Report

Cllr Hardy reported that with regard to planning application 23/0075/FUL, Birch Heath Road the planners were unable to refuse the application on the basis that part of the development is outside the settlement boundary and the that Planners concerns are around biodiversity and density of the development.

He confirmed he was still waiting for an update as to what CW&C plans to do with the land off Brook Road which had permission for affordable dwellings.

Residents had raised concerns regarding the lack of visible white lines at the Forest Road junction, these have been reported to CW&C and are due to be repainted.

Cllr Hardy confirmed he would be attending the meeting organised by Utkinton Parish Council with Highways officers to discussion highways issues. He confirmed that CW&C will not be purchasing the JCB pothole filling machine which they have recently had on trial as it is not cost effective, other alternatives are being considered by CW&C.

Cllr Hardy confirmed he has a members budget of £5k which is now available and asked the Council to consider applying for funding.

Tarporley Army Cadets

Sgt Mcleod introduced himself from Tarporley Army Cadets, he said he wanted to get the Cadets more involved in the community and activities, he confirmed the cadets can take

part in activities including managing car parking, manning gates etc. He explained that it usually takes 6 weeks notice for them to take part in activities.

4. Vice-Chairman

The Council noted its thanks to Cllr Clough who had served as vice-chairman for many years and presented her with a bouquet of flowers.

Resolved 23/226 – That the Council appoint Cllr John Millington as Vice Chairman for the Council year 2023-2024. Cllr Millington signed the acceptance of office.

6. Minutes

Resolved 23/227 – That the Chairman to sign the minutes of the meeting held on the 16th May 2023 as a true and proper record.

7. Minutes of Working Groups and Other Meetings

The Council noted the notes of working groups and other meetings, from page 336 of the minutes.

It was highlighted that in relation to the notes of the Neighbourhood Plan meeting held on the 13th June and comments that no infrastructure had been delivered with the new developments that the Primary School had received funding and had expanded as a result of some of the development.

8. Actions List

The meeting reviewed the Actions List and agreed to remove car parking from the list, it was agreed to add village website to the list.

9. Planning

1) Planning Register

The planning register was approved as circulated, pages 185 to 189 of the Planning Register.

2) Planning Applications

23/00075/FUL - Residential development for 17 dwellings comprising of 3no 2-bed dwellings (affordable housing), 12no 3-bed semi-detached dwellings and 2no 4-bed detached dwellings - amendment to application 21/03535/FUL - 10 Birch Heath Road Tarporley CW6 9UR

Resolved 23/228 – That the Council submit the following comments:

Tarporley Parish Council objects to this application for the following reasons:

The application will result in an unacceptable loss of approximately 47 established trees, and a range of habitats on the site. The application therefore fails to prove any net gain in biodiversity and is therefore contrary to Policy ENV4 of the Cheshire West and Chester Local Plan (Part 1) and Policy DM44 of the Cheshire West and Chester Local Plan (Part 2).

Any loss of trees or biodiversity should be addressed on the site or in close proximity to the site.

The proposed layout represents over development of the site and the Parish Council asks that should this application be approved the density be significantly reduced and open spaces/ amenity areas be provided for residents.

3) Lead Planners

Cllrs Clough, Hodgkinson and Millington were noted as lead planners until the September meeting.

10. Neighbourhood Plan Review

1) Neighbourhood Plan Review Update

The meeting noted the progress made reviewing the Plan with meetings scheduled to review each of the Plan's sections, it was noted there was still a lot of work to be done, it was agreed there would be some form of consultation once all sections had been reviewed. It was agreed that Cllr Tavernor would produce a summary or position statement confirming changes to Tarporley since the Plan was made.

2) Review Invoice & Funding

It was noted that funding for the Review has been previously provided by Central Government via Locality and this was expected to continue however at the time of the meeting the expected funding is not yet available. The Clerk has spoken to Locality who do not know when the funding will be available and noted that the funding has never been provided retrospectively, she had also raised the issue with Edward Timpson MP. As such the Council will need to consider funding the review themselves the total cost of which is expected to be £9,900.

Resolved 23/229 – That the Council agree payment of Kirkwells Invoice for £2,640.00 for works completed to date.

Resolved 23/230 – That the Council agree to fund the Neighbourhood Plan Review up until the last section has been reviewed by the working group, the Council will then review the funding situation.

11. Policies & Documents

Resolved 23/231 – That the Council agreed the policies and documents as listed noting amendments to the standing orders to limit the term of the Chairman and allowing named ballots. The other documents will be reviewed and amended and brought back to a future council meeting for consideration.

- Standing Orders
- Code of Conduct
- Complaints Procedure
- Data Retention and Disposal Policy (Data Retention Schedule)
- Grant Awarding Policy
- Health & Safety Policy
- Financial Regulations
- Planning Standing Orders & Protocol
- Tarporley Neighbourhood Plan
- Tarporley Village Design Statement
- Brook Road Playing Fields Community Use Agreement
- Brook Road Playing Fields Maintenance & Management Scheme

Resolved 23/232 – That the Council adopt a flag policy which allows for the flying of the Union Flag at all times with the Ukrainian Flag being flown on the agreed dates of 24th February and 24th August until such time as the conflict is resolved.

12. Committees & Working Groups

Resolved 23/233 – that the Parish Council the following membership of Committees and Working Groups:

Committees	Membership
Cemetery Committee	David Harrison, Catherine Helm, John Millington , Peter Tavernor.
Staffing Committee	Gill Clough, Catherine Helm, Peter Tavernor.
Working Groups	Membership
Branding & S106 Arts Working Group	Catherine Helm, Mark Ravenscroft , Peter Taverner, Nigel Taylor.
Christmas Festival Working Group	All Councillors
Neighbourhood Plan (Review) Working Group	Nigel Taylor , councils to attend as meeting as required.
Play Area Development Group	Tarporley Parish Council – Charlotte Hodgkinson, David Holmes, Lisa Miller, Mark Ravenscroft . Tarporley Community Centre - Linda Martin, Tony Yeates. Members of the Public – Mike Atkin, Neil Roberts. Administration – Clerk & Deputy Clerk.
Allotments & Bowling Green Land Working Group (Former RBL)	Gill Clough, David Harrison, Peter Tavernor.
Public Rights of Way Working Group	Catherine Helm, David Holmes, Mark Ravenscroft, Peter Tavernor, Andrew Wallace, David Press
Village Website	David Holmes, Chris Helm, Charlotte Hodgkinson, Nigel Taylor, Mark Ravenscroft, Andrew Wallace.

13. Street Party

The Council recorded its thanks to Cllr Tavernor and the Deputy Clerk Abigail Webb for all their hard work organising the very successful coronation event, both were given a small gift to show the council's appreciation.

Thanks was noted the following businesses who provided sponsorship for the event, Enigma Wellness, Swan Hotel, Little Tap, Tollemache, Shelton Motors, The Forester's, Nicole James, Maximilliano Pizza, Rising Sun and Taburnum.

It was noted the event had cost approximately £7.5k including the Deputy Clerk's salary for the 6-week period devoted to organising event with sponsorship providing just under £2700 towards these costs.

It was noted there had been some suggestions that a street party should be held every year, concern was voiced that running an annual street party would diminish the impact of the day and that a street party should just be held for special occasions.

It was agreed no street party would take place in 2024 and that a discussion should take place with Tarporley Rotary Carnival Committee about the possibility of future street parties /events noting a desire to see the carnival parade return the High Street.

14. Goal Posts

It was noted a resident had asked the Council to install goal posts on Brook Road or Tarporley Community Centre Field and the matter had been briefly discussed at the Council's last meeting.

It was noted previously the introduction of permanent goal posts on the Brook Road pitches

would lead to the goal mouths becoming worn, a survey had been done to see if a goal post could be erected off the pitches on Brook Road however no suitable location had been identified.

It was noted that initial plans which have been drawn up for improvements to Tarporley Community Centre play area and playing field include a permanent goal/multiuse games area.

15. Portal Woodland

The meeting noted the draft agreement which had been supplied by CW&C as an example of the agreement which could be drawn up between CW&C and the Parish Council regarding the Portal Wooded area, plus a list of works volunteers suggested should be included in any agreement.

Resolved 23/234 – That the Council and volunteers work with CW&C to agree a suitable agreement which allows work to be undertaken in the area by volunteers but does not give the Parish Council responsibility for the area its paths and can be terminated in the future if required.

16. Brook Road

1) Brook Road Licence

Resolved 23/235 – That the Council agree the licence to be signed by Cllr Millington and the Clerk as circulated on behalf of Tarporley Parish Council and by representatives of Tarporley Vics Juniors football Club.

2) Storage Facility

It was agreed this matter would be discussed under agenda item 22

17. S106 Arts Project

It was noted the project is to be launched on Saturday 2nd September with an exhibition by Rachel Carr and Rachel Davies starting on Friday 1st September. The launch will include a display of the origami foxes, the wooden foxes decorated by community groups and also a nature walk with INSTAR.

The Group is seeking a new location for the Fox Trot piece and is waiting for permission from the property owner and advice from CW&C planning on whether the new location requires planning permission.

18. Cemetery Sign

Resolved 23/236 – That the Council purchase a sign for the Cemetery similar to those obtained for Brook Road, and that the Council delegates authority to the Clerk to agree the design and wording for the sign in consultation with councillors by email.

19. Hedge Laying

It was reported CW&C had agreed to undertake a hedge laying project on the hedge along Poppy Lane, the project would be led by trained officers and volunteers from CW&C who would work with local volunteers who would book to take part in the project.

Resolved 23/237 – That the Council purchase the required hedge laying stakes and refreshments for the project.

20. Accounts & Payments

1) First Quarter Accounts & Payments

Resolved 23/238 – That the Council approve the income and payments for the end of the 1st Quarter as on page 40 of the cash book noting correct to Cemetery/Coronation income, including the below payments:

EDF	Storeroom Power	14.00
Martin Smith Studio	Fox Fir Payment 4	6000.00
Willowbrook Reindeer	Xmas 2023 Deposit	660.00
PJ Hellmers Ltd	Cemetery Maintenance	396.00
PJ Hellmers Ltd	Burton Square Maintenance	180.00
Accounts Centre	Payroll - May	24.00
Phoenix Accounts	Internal Audit 2022-2023	200.00
M. Ravenscroft	REIM: Perspex/wood	106.30
ARC Entertainment	Coronation Entertainer	290.00
Creation Station	Coronation Face paint & Crafts	150.00
Beechwood Industries Ltd	Brook Road Grounds Maintenance	810.49
Gaskells	Cemetery & Brook Road Bins	208.51
Talkabout Publishing	Tarporley Talk Newsletter	151.20
PJ Hellmers Ltd	Streetlight Planters Install	180.00
A. Webb	Salary (May)	924.48
A. Wright	Salary (May)	961.80
Nest	Pension Contribution	169.27
Haltec	Structural Survey Work	720.00
EDF	Store Room Power	14.00
NatWest	Main Account Bank Charges	24.09

2) Accounts & Payments

The Council noted the donation towards the play area from A & C Butters of £435.50 and agreed to send a letter of thanks as well as put a post on Facebook.

Resolved 23/239 – That the Council approve the accounts, payments and bank reconciliation to date as on page 41 of the cash book including the below and additional payments:

Tarporley Community Centre	Room Hire - June	25.44
P J Hellmers Ltd	Watering	600.00
P J Hellmers Ltd	Grounds Maintenance	126.00
Beechwood Industries Ltd	Brook Road Maintenance	810.49
L. Miller	REIM: Padlock	26.71
P J Hellmers Ltd	Cemetery Maintenance	540.00
Accounts Centre	Payroll June	24.00
Gaskells	Cemetery & Brook Road Bins	160.40
A. Wright	Salary	962.00
A. Webb	Salary	924.48
HMRC	PAYE/NI	123.76
Nest	Pension Contribution	123.27
Rob Turner	Arts Project – Final Payment	1500.00
A. Wright	REIM: Postage, Google, Updraft, Phone, Microsoft	172.44
ICO	Data Registration	35.00

NatWest	Bank Charge (June)	5.25
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3) Play area Inspections

Resolved 23/240 – That the Council appoint the Play Inspection Company to undertake play area inspection for 2023-2024 year at a cost of £590 +vat.

4) Road Closure – Remembrance Sunday

Resolved 23/241 – That the Council agree to fund the Remembrance Day road closure at a cost of £620 + vat.

5) Cheshire Community Action (CCA)

Resolved 23/242 – That the Council join CCA at a cost of £50.

6) Online Payments

Resolved 23/243 – That the Council delegate authority to the Clerk to make online payments plus any necessary payments between meetings on approval of invoices by a minimum of 2 cheque signatories.

7) Play Area Account

The Clerk reported she had received the form to complete for opening an account with Lloyds however one of the signatories names had been spelt incorrectly so Lloyds were issuing a new form.

21. Next Meeting

It was noted that Councillors will meet informally on Monday 14th August from 7pm at the School Room at the Chapel to review the Neighbourhood Plan Actions.

Resolved 23/244 – That the Council move into Part B and ask all members of the press and public to leave the meeting.

22. Brook Road Store & Signage

Resolved 23/245 – That the Council suspend standing orders to allow consideration of one quote for the building of the storage facility as other quotes have been obtained previously.

Resolved 23/246 – That the Council proceed with purchase of the wooden storage facility for Brook Road from Regency Timber Buildings at a cost of £10,553 to be funded by S106 Funding. Noting that a foundation course of bricks will be required.

Resolved 23/246 – That the Council purchase the proposed signage at a cost of £798.00.

23. Poppy Lane

The Clerk reported despite asking several companies to quote for these works only one quote had been received to date. It was agreed to defer the is matter until a future meeting when the details of the work had been checked.

24. Fox Fir Installation

The Clerk reported she had been on communication with 3 companies, one of which had confirmed they would not quote for this work and one who had not provided a quote, the third company had confirmed they would provide a quote by the 14th July.

Resolved 23/247 – That the Council delegate authority to the Clerk to agree the works in consultation with councillors.

Meeting closed: 9.38pm.

Signed:

Dated:

Ann Wright 11-07-2023

**Next Scheduled Parish Council Meeting
Monday 11th September 2023 - 7pm
School Room, Tarporley Chapel**

DRAFT

Tarporley Parish Council Minute Book
Committees, Working Groups and Other Meetings
Presented at the July 2023 Meeting

Notes Included:

	Page
Notes of S106 Arts Project Discussion 9 th May 2023, via Zoom	
Notes of informal meeting regarding Brook Road Playing Fields Licence. 24 th May 2023, held virtually via Zoom.	
Notes of Neighbourhood Plan Meeting 13 th June 2023 - conducted via Zoom.	
Training and Informal Meeting Notes Monday 19 th June at 7pm	
Notes of Neighbourhood Plan Meeting 27 th June 2023 - conducted via Zoom.	

Notes of S106 Arts Project Discussion

9th May 2023

Present:

Rachel Davies Mark Ravenscroft Peter Tavernor

Ann Wright (Clerk)

Apologies – Nigel Taylor

Purpose of Meeting: To discussion launch date.

It was noted that it had not been possible to find an highways accredited engineer to undertake the installation of the Fox For Tree for the proposed soft launch on the weekend of the 10th June.

However, 3 companies had now undertaken site visits and were providing quotes for the works. It was agreed the Clerk will contact all 3 companies and requested the quotes are received asap.

The Clerk confirmed she had submitted the street furniture application to CW&C which requires a notice to be displayed for 28 days before installation.

It was noted the exhibition is planned for Friday 1st and Saturday 2nd September and it would make sense for the origami foxes and wooden foxes to be displayed at the same time to have an impact.

The exhibition times are:

Friday 1st September - 12-5 public viewing, 5-8 private viewing (TBC)

Saturday 2nd September – 10-5 public viewing

It was suggested the various pieces of art are likely to be installed in a piecemeal way leading up to the 1st September but it would be good to have as many of them installed as close to that date as possible.

It was discussed if the Council should have a stall at the Carnival to promote the exhibition.

It was agreed to see if Instar are available on the 2nd September.

It was agreed to create 'watch this space' type posters to put on the grotto doors in the lead up the launch to generate interest.

It was agreed to contact the willow weaver to check when the willow foxes are likely to be ready, noting these can be stored locally.

It was discussed if the Fox Trot would be installed by September; it was agreed the Clerk should contact the engineer to see when his report/findings would be available.

It was agreed Rachel Carr should submit an invoice for her work for the exhibition for the council to consider at their July meeting, it was expected to be £480.

Newsletter

It was agreed to prepare the next Newsletter which will promote the launch and the exhibition ready for distribution at the end of July.

It was discussed it would be good to include a logo/branding created by Millie Chesters, it was agreed the Clerk would contact Instar to request an update on Millie's work.

Ann Wright

10 05 23

Notes of informal meeting regarding Brook Road Playing Fields Licence.

24th May 2023, held virtually via Zoom.

Present:

Tarporley Parish Council – John Millington, Mark Ravenscroft, Ann Wright (Clerk).
Tarporley Vics Juniors Football Club (TVJFC) - Gavin Nicholson Club Chairman, Paul Wilcox Club Secretary.

Purpose of meeting: To discuss licence.

It was noted that TVJFC need to prepare the calendar for the 2023-2024 season noting the profile of the Club is changing, the U18 team has finished with U13s being the oldest team next season, new U5, 6 and 7 teams will be starting. As such Sunday pitch use is likely to change.

It was noted both the U11s and 13s use the full-size pitch and goals.

It was asked if credits from cancelled matches could be used against summer use of the pitch. It was noted that TVJFC have learnt from this season what their pitch needs are moving forward and had underestimated usage of the pitches in June and July.

It was noted the Club has developed a growth strategy to make the Club sustainable and need to build in the use of the pitch to that strategy.

It was noted the Licence is intended to cover all TVJFC use of the pitches.

It was agreed TVJFC will forward a copy of the FA Community Grass Pitch Standards. It was noted there is a need to have a conversation about the pitch condition. It was highlighted that stones and debris are still coming up on the pitch and that 1 or 2 of the drainage lines seem to have settled. It was suggested that a strategy should be developed jointly to continuously improve the condition of the pitch. It was noted the Football Foundation offers support and grants for pitch improvements/maintenance. It was agreed that if there are simple works which can be undertaken straight away it would be worth undertaking those works rather than waiting for funding.

TVJFC were reminded if there are any issues or spares required for the goal posts to inform the Council as soon as possible.

It was discussed that TVJFC would make the coaches aware of the code to open gates for emergency vehicles.

1H – clarification to be added to what is meant by inclement weather.

1I and 2Q – to be removed and dealt with separately.

2E – Council to check wording with our insurers.

Credit System

It was discussed that the credit system was intended to cover occasions where matches that have to be rescheduled due to the pitch condition that can't be accommodated in normal booked sessions.

It was suggested TVJFC should provide a list of cancelled matches and what pitch use they are looking for over the summer.

It was discussed that works to the pitches for example reseeding would disrupt use of the pitches. It was noted the Football Foundation should be able to offer advice on how to manage this.

3 – Include requirement to meet after 2nd or 3rd letter.

Storage

It was noted the Council is due to consider revised quotes for the storage building at the July meeting. It was confirmed that the Football Foundation provide grants for this type of building.

Actions

- Licence to be updated and recirculated, to be considered by Council at July meeting.
- TVJFC to forward a copy of the FA Community Grass Pitch Standards for review by the Council.
- TVJFC to forward a copy of their insurances.
- John Millington to provide dimensions of the storage building.
- TVJFC to provide dimensions of the folding metal junior goal posts they intend to buy.
- Site meeting to be arranged asap after half term (TVJFC to provide dates).
- TVJFC to contact Football Foundation regarding possible pitch maintenance funding, process, timescales and pitch assessment.
- TVJFC to forward possible summer hire of pitches and cancellations.
- TVJFC to provide 2023-2024 booking calendar.

Ann Wright
25 05 2023

**Notes of Neighbourhood Plan Meeting
13th June 2023 - conducted via Zoom.**

Present:

Tarporley Parish Council: Gill Clough, David Harrison, Catherine Helm, David Holmes, Peter Taverner, Nigel Taylor, Ann Wright (Clerk).

CW&C – Charles Hardy

Kirkwells – Louise Kirkup

Public – Peter Manby,

Purpose of meeting: To discuss amendments to Introduce & Economy sections of the Plan.

The Group worked through the previously circulated documents which had been prepared by Louise Kirkup including updating of policy references.

It was noted that at the last Parish Council meeting the Council had resolved to bring the Plan up to date and into conformity with the CW&C Local Plans which had been 'made' after the Neighbourhood Plan. It was not expected that any significant changes would be required which would result in the need for a referendum.

It was noted there are 3 levels of review:

- 1 – Very minor changes inc. typos which can be approved by the local Authority (CW&C).
- 2 – Minor modifications which go out to formal (Regulation 14) consultation and examination but no referendum.
- 3- Large scale changes / complete rewrite – goes through the same process as a new Plan, including referendum.

It was hoped the Tarporley Review would fall into the second category. It was noted the Examiner will decide if a referendum is required.

It was noted the Plan cannot duplicate policies in the Local Plans as such to retain any duplicate policies they will need to be amended to be specific to Tarporley.

It had been agreed to review the Plan in manageable sections.

It was noted the original or made Plan was based on a large amount of consultation and surveying. The Review is of that made Plan as such the survey results don't need to be emphasised, they are now accepted.

It was noted no further major consultation is planned as it is not expected there will be any major or controversial changes or site allocations for development. It was noted an informal quick survey / drop-in sessions could be held.

It was suggested there could be a light touch survey asking residents if the key issues are the same including objections to supermarkets, car parking.

Designated Area

It was noted the Plan designated area was based on the Parish Council boundary which has changed since the Plan was made.

Action – Clerk to contact CW&C to establish the changes and if those areas are included in other areas Neighbourhood Plans.

It was agreed any typos should be emailed to Louise for correction.

Statement of Modification

It was confirmed that a statement of modification would need to be prepared which will highlight all the changes made and also justifications for the changes, this will be prepared by Louise.

Policies relating to the former Royal British legion site will be removed as these no longer apply as the site has been developed.

It was suggested that car parking be removed from Economy and retained in Facilities & Connections where there is more detail to avoid repetition.

It was noted the explanation in 1.1.4 is not mandatory but is helpful to include and emphasises the Review has been a formal process.

It was noted that conservation areas are seen in planning as the built environment although there can be some overlap with the natural environment.

Tarporley Today

It was noted that the number of listed buildings may have increased as they have been combined with scheduled monuments.

Action – Need to look at availability of sites at the Tarporley and Portal Business Parks and also Flax Yard if part of the area.

1.2.17 & 1.2.18 – suggested removal of habitat designation area.

It was agreed the Brook Road Wildlife area needs to be included with its Natural England Newt Designation.

Action – ask John Millington for suitable wording/description for Brook Road site.

Design Code

References to the Village Design Statement (VDS) need to be replaced with reference to the Design Code.

It was noted the design codes (rather than context) will need to be added as an appendices.

It was suggested that an informal consultation be undertaken of the Design Code as a community document.

Action - Work needs to be done to ensure all design policies in the Plan are picked up in the Design Code.

It was agreed points 1.4.1 should come before 1.3.3 (page 19)

Housing Needs Survey

Extracts from the Housing Needs Survey can be included in the Plan, the document itself will be included in the technical background evidence file along with the Design Code.

Strategic Environmental Assessment (SEA)

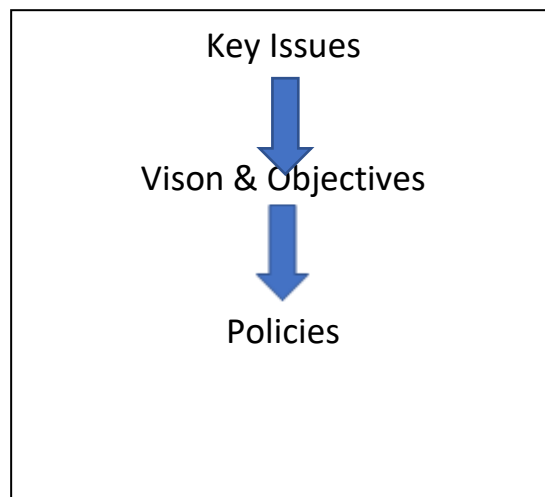
This will need to be undertaken by CW&C who should be requested to undertake the assessment once the working group is largely comfortable with the Plan changes, it was noted this includes a 5-week consultation with Natural England, Historic England and the Environment Agency.

2.1.1- Louise to include link to CW&C Local Plan Policies Map due to its complexity.

Action – Undertake survey of village centre as identified in the CW&C Local Plan Policies Map of business types and vacancies.

A discussion took place regarding the buoyancy of the Tarporley Economy and range of shops.

It was emphasised the introduction and background sections of the Plan set the context for the Plan policies and should be reviewed again following the review of the policies themselves.



Action – 2.2.2. – remove ‘where appropriate’.

Improving & Maintaining Community Assets & Local Infrastructure

It was agreed 2.4.2 sentence should be retained as it reflected the views of residents whose voice should not be lost as part of the Review.

It was noted that 300 houses had been built in Tarporley with no new infrastructure and the Plan is now looking at the next phase for Tarporley which needs to be aspirational, it is crucial the revised Plan identifies the infrastructure required to make the village sustainable. (2.4.3)

It was noted Brook Road Playing Field had been delivered and that the changes to the War Memorial Hospital as the Countess of Chester in Tarporley needs to be recognised.

2.5.1 – Cheshire West & Chester.

Vision

It was agreed to remove ‘By 2030 Tarporley will be:’ from the text box page 27. It was noted that the Plan is seeking to create a deliverable vision of what Tarporley will be like in 2030.

Objectives

It was noted that the Housing policies had been all about growth and there needed to be shifted to allow for further ‘appropriate’ growth as identified in the Housing Needs Survey.

It was highlighted that the CW&C Housing numbers are a minimum not a maximum and that Neighbourhood Plans have to have a positive enabling stance toward development.

It was agreed policy references would be listed under each objective to reduce repetition.

Objective 6 – it was agreed to retain the reference to digital connectivity as although there is fibre broad band in Tarporley technology will continue to advance over the next 7 years of the Plans live.

It was agreed the utilities infrastructure needs to be specified due to issues with power and water supplies in Tarporley.

Biodiversity

It was noted the new Environment Act which is due to be adopted makes it a legal requirement for developers to deliver net gains to biodiversity either on development sites or via a payment. It was suggested it would be a good idea to identify projects where funding for biodiversity could be spent e.g. woodland that requirement management. It was noted this new policy is about protecting and enhancing biodiversity including connecting wildlife corridors.

It was agreed to reference the new legislation in the Plan.

It was noted the Design Code does not address sustainability, energy conservation etc and this needs to be picked up possibly in the character landscape policy.

Sustainability should be a thread running through all the Plans objectives.

Strategy

It was agreed that there needed to be an in depth discussion regarding the Strategy including 3.3.5, and it was agreed to defer the discussion to the next meeting.

Photographs

It was noted photographs in the Plan can be updated as required.

Action – Louise to circulate linked to Austrey, North Warwickshire Review.

Action – Peter Taverner to maintain list of key issues.

Future Meeting Dates

~~Monday 26th June – 7pm – Zoom~~

Tuesday 27th June – 7pm - Zoom

Monday 17th July – 7pm – Zoom

Monday 14th August- 7pm – Zoom

Tuesday 5th September – 7pm- Zoom

Ann Wright 14-06-2023

Training and Informal Meeting Notes

Monday 19th June at 7pm

Present:

Andrew Wallace (Chair), David Holmes, John Millington, Peter Tavernor, Lisa Millers, Gill Clough, Charlotte Hodgkinson, Nigel Taylor, Catherine Helm, Mark Ravenscroft, Ann Wright (Clerk), Abigail Webb (Deputy Clerk)

Parish Council Training

The Clerk gave a presentation on an 'Introduction to Parish Councils' covering the topics of Role of Chairman & Clerk, Powers and Duties, Council meetings, Code of Conduct, Finance and Planning.

Action – Clerk to arrange training on bio-diversity

Action – Clerk to provide an update introductory paragraph to be read out by Chairman before the Public Participation agenda item.

Play Area Update

The play area lease is still outstanding which means that TPC cannot apply for grant funding. A suggestion has been made to Tarporley Community Centre that TPC leases the play area and the playing fields as this may be easier to define the area in the lease. If this goes ahead, this will mean that TPC will take over the maintenance of the playing field which currently costs TCC around £6,000.

TCC is in discussions with a solicitor to establish a fair rental agreement between TCC and TPC. Cllr Miller and Cllr Hodgkinson are the Parish Council representatives on the TCC committee and will discuss the fair rental agreements at the next meeting.

S106 Art Project

Installation of the Fox Fir Tree has been delayed due to CWAC requiring an approved contractor to install the tree. Three contractors have been approached and we are now awaiting the quotes. The re-scheduled launch is now the weekend of the 1st September.

The location of the Fox Trot silhouette will change from the roof of Number 32 to the top of the wall of Ginger and Pickle Café if permission is granted.

Action – Ann to contact G&P re: installation permission.

Action – Need to consider crime and disorder / security once the art pieces are in place.

Brook Road

A decision needs to be made at the next meeting with regards to the agreement between TPC and Tarporley Vics Football Club.

The storage shed will be installed at Brook Road and this will be used to store equipment as there does not appear to be an issue with the Eurobins being left outside.

Excessive dock leaves on Brook Road have caused issues and a number of Councillors have been tackling the safe removal of them over the last couple of months. Another session tackling the dock leaves is taking place in the next few weeks.

Action – Ann to contact Cllr Hardy regarding the CWAC land next to Brook Road.

Neighbourhood Plan

An update of the Neighbourhood Plan should be complete by the end of the year. Meetings have started to take place and continue over the next few weeks to discuss each section and then when all sections have been reviewed, a summary meeting will take place in person to finalise the Plan.

Design Code – a new draft version of this has been circulated. Photographs / descriptions of views need to be updated.

Flag Pole

The Council will consider a flag flying policy at its next meeting.

Abigail Webb

21.06.23

DRAFT

Notes of Neighbourhood Plan Meeting 27th June 2023 - conducted via Zoom.

Present:

Tarporley Parish Council: Gill Clough, David Harrison, David Holmes, Peter Taverner, Nigel Taylor, Andrew Wallace, Ann Wright (Clerk).

Kirkwells – Louise Kirkup

Public – Peter Manby

(Apologies: Charles Hardy (CW&C), Catherine Helm, Lisa Miller, John Millington.)

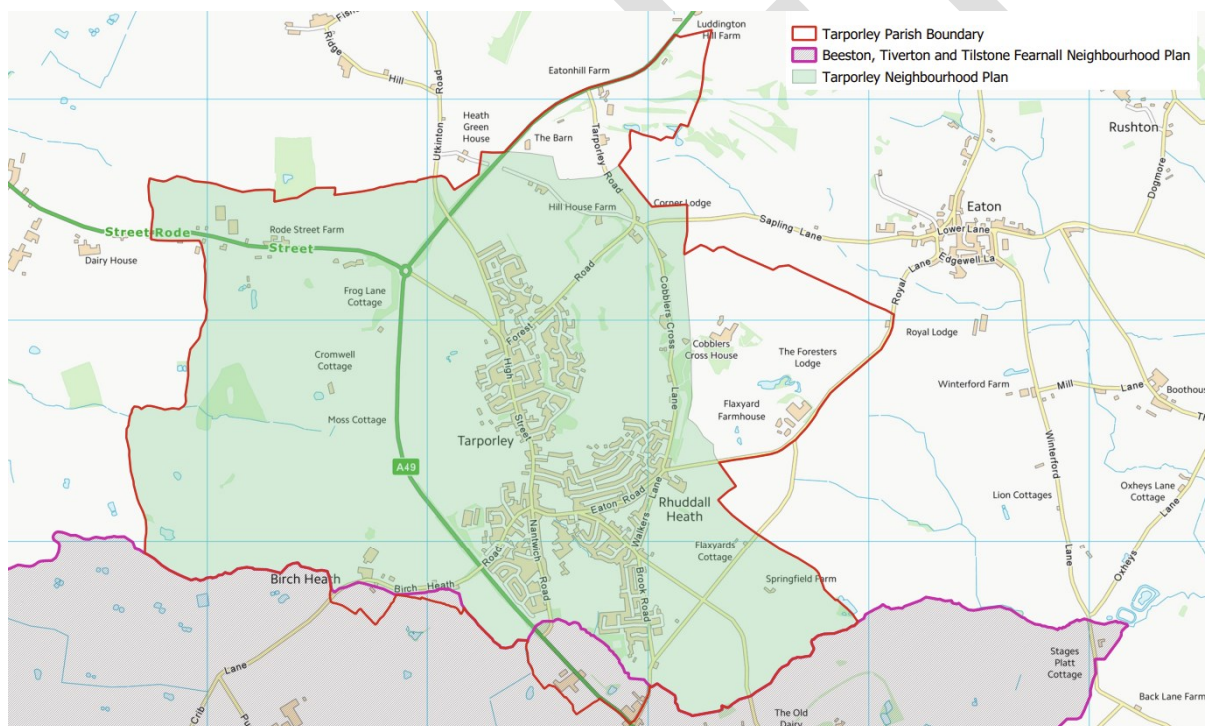
Purpose of meeting: To discuss amendments Economy section of the Plan.

The Group worked through the circulated document prepared by Louise Kirkup.

It was noted the previous section which had been discussed at the earlier meeting had been updated and circulated.

Designated Area

It was noted that the land which had been added to the Council area in the south was part of the Beeston, Tiverton & Tilstone Fearnall Neighbourhood Plan area so could not be included in the Tarporley Plan area.



Areas added to the North were not included in any other Neighbourhood Plan so could be incorporated. It was noted these areas included the Portal Hotel and Business Park which are mentioned in the Plan and are important to our Plan area as they support employment and the visitor economy as such it makes sense to include them.

It was thought the additional areas only includes 15 to 20 houses.

It was noted that when Tattenhall had changed their designated area they had been asked to write to all residents impacted to see if they had any objections and had then completed a form which was submitted to CW&C.

It was agreed to progress the application to include the areas in the north to the designated Plan Area.

It was noted that the text would need to reflect the differences between the Plan area and Parish Council area, noting that the census information would be based on the Council area although this would make very little difference to the statistics.

Area to be referred to as designated Plan area except when referencing the Census which is based on the Parish .

Economy 4.1

Louise Kirkup confirmed she had updated some information from the most recent census but there was further information which needed to be included.

4.1.3 – Tarporley War Memorial Hospital is now The Countess of Chester Hospital at Tarporley War Memorial Hospital. It was not known how many people are employed there.

It was highlighted the Portal Hotel has a large number of staff.

It was discussed that it might be useful to undertake some form of survey to identify employment in Tarporley to try and capture the number of people working from home, including possibly recirculating the original business survey.

It was discussed that it would be helpful to write a summary of what the Plan has successfully delivered and what sort of village we want to live in. It was suggested that working on this could reduce the need for a lengthy survey and could be used as part of drop-ins and more informal consultation.

4.1.4 – Retain first sentence, Tarporley is a rural service centre....countryside.

Retain - There is a diverse range of independent retail shops, health and beauty facilities, pubs and restaurants, professional, financial and domestic services, education and healthcare providing predominantly skilled and semi-skilled employment for the local population. Tarporley High Street has not seen the high vacancy rate typical of other retail centres.

Add that the diverse range of businesses had changed with 1 bank being replaced by a hotel/restaurant and the creation of a new gym and wellness facilities.

It was noted a recent survey of High Street businesses had shown only 3 or 4 vacant premises.

NPPF section to be added in " and *italics*.

4.1.5 – Moved to Village Centre section.

Photograph on Page 25 to be updated.

It was noted surveys need to be undertake of Tarporley, Birch Heath, Portal Business parks.

4.1.6

Action –Peter Tavernor to produce a short update paragraph

4.1.8 – Anecdotally people are looking for flexible office spaces to rent for meetings, as requests have been seen on social media.

4.1.10 – the 2012/13 is now out of date, it was stated planning documents usually have a lifetime of around 5 years.

4.1.9 – A discussion took place regarding whether CW&C STRAT2 had resulted in any new employment development in Tarporley which policy TE1 supports.

It was noted development has taken place at the old Buffer Site and a solar farm has also been developed.

Louise Kirkup to contact CW&C to seek advice on this.

4.1.11 to 4.1.14 – To be removed, superseded by Local Plan.

4.1.10 - It was noted the 2022 Annual Monitoring Report (AMR) stated Tarporley has 301 houses. It was noted that the fact Tarporley has met its housing designation needs to be stressed in the Plan's introduction, emphasising the housing has been delivered without infrastructure and business/employment development.

Tarporley has a significantly older populations than the average and rather than becoming a commuter village it is becoming a retirement village, and economic and business development is required to bring working age people into the village.

It was discussed that a major concern is preserving the inherent character of the village.

Last sentence to be replaced with sentence stating current balance on the village to be maintained To provide a positive stance.

4.1.16 – To be revaluated and outcomes of consultation to be included – consider consultation undertaken regard Aldi proposal. It was questioned why this view would have changed?

4.1.11 – Covid and availability of flexible working facilities comments included.

4.1.12 – Retain.

Policy TE1

Scope of policy has been widened.

It was noted as 'pop-ups' or 'meanwhile uses' for vacant premises do not require planning permission they do not need including in the Plan.

4.1.15 – Agreed.

4.1.16 to be removed as Rode St Chemical Works has been replaced.

Policy TE2

Permitted to be replaced by supported.

B – Brings policy into compliance with CW&C Local Plan Policies.

High Street

4.1.17 - It was noted this section requires updating see previous notes 4.1.4, 4.1.6.

It was noted that although there are no banks in Tarporley the Post Office offers a wide range of banking services and there are 2 ATMs in the village.

Action –Nigel Taylor to produce a short update paragraph.

Remove sentence referring the linear shopping centre.

4.1.18 – Local Policy update.

Policy TE3

It was noted the change of use classes are restricted by the conservation area.

Remove section from “Changes of use local....” replace with new final paragraph, “All proposals for new development....”.

Tourism

Replace references to tourism with visitor economy.

4.1.28 – Retain “Growth in visitor numbers has the potential to enhance the local economy, provide employment opportunities and increase the vibrancy of the village”.

Additional information on Sandstone Ridge to be included noting the Sandstone Ridge is more than the Sandstone Trail and has been shortlisted as a Area of Outstanding Natural Beauty (ANOB).

Tarporley has been designated the Heart of the Sandstone Ridge.

Other things to include Events, including Christmas, Carnival and Arts Trail.

Action –Peter Tavernor to produce a short update paragraph

4.1.21 – change to other organisations including the Sandstone Ridge Trust.

Actions

Actions to be compiled and reviewed at informal August meeting of Councillors.

It was noted that the actions are not Plan policies but that residents having been consulted on Plan policies often identify more with the actions.

Action – Clerk to compile actions list for comment.

Settlement Boundary

It was noted the Tarporley settlement boundary needs to be included somewhere in the updated Plan.

Future Meeting Dates

Monday 17th July – 7pm – Zoom – Housing

Monday 14th August- 7pm – Zoom

Tuesday 5th September – 7pm- Zoom